

# VENTURA COUNTY COMMUNITY COLLEGE DISTRICT

## **District Council on Administrative Services (DCAS)**

District Administrative Center, Thomas Lakin Boardroom

Thursday, April 19, 2018

### NOTES

#### Attendees:

Silvia Barajas, Vice President, Business Services, Moorpark College  
Dana Boynton for Maria Urenda, SEIU Representative  
Nenagh Brown, Academic Senate President, Moorpark College  
Mike Bush, Vice President, Business Services, Oxnard College  
Jennifer Clark, Interim Budget Director  
Jeanine Day, Classified Senate Representative, Ventura College  
Diane Eberhardy, Academic Senate President, Oxnard College  
David El Fattal, Vice Chancellor, Business and Administrative Services  
Nubia Lopez-Villegas, Human Resources Representative  
Lydia Morales, Academic Senate President, Ventura College – Skype  
Chris Renbarger, Classified Senate Representative, Oxnard College  
Linda Resendiz, Classified Senate Representative, Moorpark College – Skype  
Peter Sezzi, AFT Representative  
Julius Sokenu, Vice President, Academic Affairs, Moorpark College – Skype

#### Absent:

Cathy Bojorquez, Vice President, Business Services, Ventura College

*Recorder: Laura Galvan*

Dr. Eberhardy called the meeting to order at 9:05 a.m.

#### **APPROVAL OF MEETING NOTES**

The meeting notes from March 15, 2018, were approved by consensus with a minor change.

Ms. Brown inquired about the agenda not reflecting two items for this meeting: reserves and workgroup for the irrevocable trust. Vice Chancellor El Fattal explained that these two items would be addressed at a future meeting.

#### **FY18 P1 UPDATE**

Dr. Clark distributed and reviewed the Budget Allocation Model for FY18. The rate per FTES increased and, therefore, increased overall revenue for FY18, which will be distributed through the Allocation Model in the current fiscal year.

## **GOVERNOR'S PROPOSED BUDGET**

Vice Chancellor El Fattal explained there is a lot of discussion at the state level regarding the Governor's proposed new student-focus funding formula. He inquired about recent emails indicating that faculty statewide groups are opposed to the new funding formula. Ms. Brown explained that faculty groups are supporting Medina's new Bill AB2676. She explained that the ASCCC is asking that more time be given to fully examine the strengths and weaknesses of the proposed new funding formula. Vice Chancellor El Fattal further explained that the Board's subcommittee inquired about the process and discussions of the model at the state level. He explained that the Department of Finance estimated an increase of \$8 million for VCCCD. Vice Chancellor El Fattal stated that he does not believe this number will be realized. Further, he has heard various numbers related to our District, including a \$12 million increase as well as a deficit of \$1.5 million. He is hopeful the May Revise will include more detailed information. Vice Chancellor El Fattal explained that the Board of Trustees has asked about the possibility of submitting an advocacy letter to legislators regarding the proposed funding formula.

## **FY19 BUDGET REVENUE**

The FTES rate is \$5,072, the same as the increased FTES rate for FY18. Vice Chancellor El Fattal explained that the FY19 Tentative Budget revenue includes a hold harmless plus a 2.51 percent COLA. Vice Chancellor El Fattal indicated that some proposed models do not include a COLA. At this point, the District is including COLA in the projected FY19 revenue. The FY19 Budget will be built using last year's revenue plus COLA minus the FY faculty hiring funds of \$1.5 million. Vice Chancellor El Fattal explained this is the appropriate revenue projection at this time. Projected revenue is \$159.5 million for FY19.

## **FY19 BUDGET ALLOCATION**

Dr. Clark explained the FY19 Allocation Model. She stated that the model includes a Board approved change for FY19. She explained that nonresident students are included in FTES allocation. Ms. Barajas suggested the numbers on lines 1 and 10 of the Model should be the same; however, Dr. Clark explained that the number will not match as Line 10 is adjusted due to credit and non-credit students, as they are funded differently. All students are included in Line 1 of the Model. The productivity phase-in was fully realized in FY18; therefore, there is no dollar amount indicated. The part-time faculty number includes the recent AFT negotiation settlement. A request was made for a list of full-time faculty that comprise the 147 at Moorpark, along with similar requests from Oxnard and Ventura colleges.

## **DISTRICTWIDE SERVICES BUDGET**

The District Services Budget was distributed and reviewed. Dr. Clark explained that the budget is very similar to what it was at the last DCAS meeting. Dr. Bush explained that he would like to see the Districtwide Services budget to hold firm. He stated that Oxnard College will experience a budget deficit for FY19 and cannot accept budget swings. Ms. Barajas expressed concern that Chancellor Gillespie previously indicated that DCAS approved the \$150,000 marketing budget; when Vice Chancellor El Fattal informed DCAS of this change. There was a discussion about the increase in Org 82131 (Insurance Premiums). There was also a discussion as to why Police Services is charged to the Districtwide Services budget and not treated similarly to Human Resources and Business Services. Why isn't it included in the District Administrative Services (DAC) budget? Also, there is a \$3,350 increase to 82178

(Administrative System Software License Fees/Hardware Maintenance), which will be covered through contingency funds.

### **GREAT TEACHER SEMINAR FUNDS**

Ms. Brown explained that the \$5,000 per campus allocation has not increased for at least the past 11 years. For FY18 the expenses are higher due to the relocation of the conference to Asilomar, not Santa Barbara (due to mudslides). The Academic Senate Presidents are requesting a total amount of \$30,000 (\$10,000 each college); a total increase of \$15,000. This increase will allow each college to send at least four faculty members to attend the Great Teacher Seminar. This request would be for FY19 travel (August 2018 seminar).

Mr. Sezzi moved for approval; Dr. Bush seconded the motion. All in favor; no opposition.

Motion approved.

There was a discussion regarding the scheduled maintenance match included in Districtwide Services. There was a question why this is included in the budget when the state is no longer providing these funds? Dr. Clark indicated the \$150,000 allotment is transferred to the colleges in a 419 Fund.

### **POLICE SERVICES**

Dr. Clark explained the Police Services budget expenditures for FY18. There is currently a fund balance of approximately \$300,000. There was a discussion about *Operating Expenses and Services* cost; it is mostly for the third-party ticket processing company, DataTicket. Dr. Bush stated that there is a current vacancy at Oxnard College for a sergeant. Why does it have to be filled? What do they do other than cover the Chief in his absence? He further explained that things can be done now to reduce expenses. For example, stop having officers drive cars home, schedule officers for 5-8s instead of 4-10s. Dr. Bush explained coverage on campus is an issue. Most days he has one officer on campus. Another suggestion offered by Dr. Bush was to have the officers and lieutenants as employees of the college and the Chief and Assistant would support them and be assigned to Districtwide Services.

There was a discussion on whether or not the agenda item on the Personnel Commission had a salary impact.

Vice Chancellor El Fattal indicated that the schedules will be changed. He has discussed it with the Chief and will follow-up. These, and other issues related to operations and efficiencies, were discussed with the Chief and they will continue to be discussed.

### **UTILITIES**

Dr. Clark explained the FY19 Utilities budget has been tightened-up since last month. The largest increase is for water. Vice Chancellor El Fattal mentioned an upcoming meeting with internal stakeholders and solar representatives. When installed, it is expected that solar will reduce electrical costs.

There was a discussion regarding projections and actuals. It is expected that water rates for Ventura will increase by \$250,000 due to new meter installation.

### **FUND 693**

Dr. Clark explained that projected self-imposed HRL/HR2 tax collections are expected to cover retiree benefit premiums. The fund is projected to cover expenses for FY18. However, because benefit costs are expected to increase by 8.5-9% for FY19, the fund may be short approximately \$1 million. The current fund balance is approximately \$128,000 and is projected to become \$222,866 for year-end FY18.

There will be no contribution to the irrevocable trust for FY18 or FY19.

Meeting adjourned 10:43 a.m.

Next meeting agenda item(s)

- District Reserve Analysis and Spending Plan
- Irrevocable Trust Workgroup